

APPROVED

Downtown Providence District Management Authority

Board of Directors Meeting Minutes

March 20, 2014

1. Roll Call

Chairman Richard Lappin called the meeting to order at 8:30 a.m.

Directors present: Bert Crenca, Joseph DiBattista, Robert Gagliardi, Evan Granoff, Susan Lapidus, Richard Lappin and John MacIver

Ex Officio Members present: Chief Hugh Clements, Lt. Tim O'Hara, Diana, Burdette, Alan Chille, Lindsey Hahn, and Leo Perrotta

Others present: Joelle Kanter, The Providence Foundation Program Manager, Frank LaTorre, Director of Public Space, Alison Izzi, DID Accounting Manager, Frank Zammarelli, Block by Block Operations Manager, Jeremy Curran, President, Block by Block

2. Introduction of new ex-officio board member

Chairman Richard Lappin introduced Ani Haroian, Deputy Chief of Staff to Mayor Angel Tavares, who is the new ex-officio member of

the Board of Directors. Ms. Haroian will replace Gonzalo Cuervo.

3. City of Providence Update

Police Chief Hugh Clements reported that he is excited about the upcoming graduating police academy in August which will allow for added foot patrols in the City. The Chief reported that the department performed 27 compliance checks on nightclubs over St. Patrick's Day weekend resulting in only 1 minor violation.

4. Approval of the minutes from the February 2014 Board Meetings

Director Joe DiBattista motioned to approve the minutes from the February board meeting and Director Bert Crenca seconded the motion and a roll call vote was held as follows:

Director Crenca

Director DiBattista Yes

Yes

Director Gagliardi Yes

Director Granoff

Director Lapidus

Director Lappin Yes

Yes

Yes

Director MacIver Yes

Therefore the motion passed

4. Financial Report

Alison Izzi presented the financial statements for February 2014. Collections for the 1st and 2nd and 3rd quarters of FY 2014 were 98%, 97% and 93%. Invoices for the flower sponsorship program were sent out this month. This will generate an additional \$28,000 in revenue for the year. The 2015 budget process will begin next month with staff level meetings scheduled during the month of April and an Executive Committee meeting scheduled in early May. The 2015 draft budget will be presented to the Board of Directors for approval at the June 19th board meeting following the public hearing.

Director Bob Gagliardi motioned to accept the February 2014 financial statements. Director Joe DiBattista seconded the motion and a roll call vote was held as follows:

Director Crenca

Director DiBattista Yes

Yes

Director Gagliardi Yes

Director Granoff

Director Lapidus

Director Lappin Yes

Yes

Yes

Director Macliver Yes

Therefore the motion passed.

6. Report from the Director of Public Space

Frank LaTorre reported on a March 5th meeting with Mike Lewis from RIDOT regarding the ADA sidewalk project. RIDOT stated that design meetings will continue so that the project will be ready to go when the money is ready to be allocated. The City of Providence has agreed to

still contribute the \$600,000 it had promised for the road repairs and decorative lighting portion of the project. The projection is that construction will begin in 2015. Frank reported that the Gateway project is moving forward. The flowers have been ordered and preliminary work is being done on the planting areas. He reported that Joanna Harris has been appointed the head of the Board Licenses and is hopeful the new leadership will bring positive changes to the Board.

7. Marketing Report

Joelle reported on her continued work on the comprehensive office attraction campaign. A contract for additional work has been signed with NAIL and a review of the Beta site is scheduled for April 11th. The updated website is expected to be launched on April 25th. Joelle reported that fundraising efforts are ongoing for the wayfinding signage project, with John Seeley finalizing the bidding package for fabricators. Joelle reported on several events that were held during the month including a “Meet the DID” event at New Harvest Coffee & Spirits in the Arcade on March 6th, a Downtown Providence Parks Conservancy (DPPC) fundraiser held at the Flatbread Company, supported by the DID, and the grand opening of Rogue Island Kitchen & Bar that is being held on March 21st. Joelle reported that the panels for the community information kiosks have been redesigned including map, photo and content updates. Also, the new business directories are being updated and will be printed sometime in May.

8. Economic Development and Other Matters

Dan Baudouin reported on a meeting with Providence Place Mall management regarding their involvement in the capital center district. The issue is currently being analyzed by General Growth's legal and PR teams to determine their obligation under the tax treaty. Dan is hoping for an answer in April. He reported that the Circulator II project is going out to bid which will include Kennedy Plaza, LaSalle Square and Emmett Square.

9. Report from Block by Block

Frank Zammarelli reported that there was a lot of ice last month. Also the City used an increased amount of sand this winter due to the ice melt shortage. As a result, there is a significant amount of sand on the roadways that now needs to be removed. He reported that negotiations for the new garage are ongoing with a meeting with Larry Lepore from the Convention Center scheduled next month. If the weather cooperates, he plans to start preparing the ground gardens in April and start planting the 3rd or 4th week of May.

Jeremy Curran from Block by Block discussed trends that he has been seeing in BIDs across the country.

He announced that next month he will be stepping down as President but will continue as an advisor.

10. Adjournment

The meeting was adjourned at 9:46 a.m.

Respectfully submitted,

Alison Izzi

Accounting Manager

Downtown Improvement District